**Centre for Access Assessment & Research (CAAR)**

**Guide to Testing**

**How do I Book a Test Session?**

* You can contact the **CAAR** office (**041- 504 2918**) during office hours: **8:30 - 16:30** (Monday to Friday) and we will book a seat at a test session for you and give you the necessary details. If you are a student with special needs, please bring it to our attention when booking your test session. Please have your reference/student number and a pen/pencil with you when you phone to book your place.
* Alternatively you can **book online** at <http://caarbooking.nmmu.ac.za/bookings.aspx> or from the main website at [www.mandela.ac.za](http://www.mandela.ac.za) – follow the links - *Apply* – *Access Assessment Testing (CAAR)*.

Please note that there is a final date for testing and certain courses have limited places. It is important to book and write the test as soon as possible so that an admissions or placement decision can be finalised.

**What Does the Testing Involve?**

When you come for testing you will be required to complete a biographical questionnaire and a number of tests:

* The **biographical questionnaire** asks for information about you, your past achievements, previous work or study experience and your study habits, etc.
* All applicants will be assessed on the **English Reading Comprehension** test to measure how well they understand what they read and the **Arithmetic** test to measure their basic arithmetical skills.
* Some applicants may also have to write an additional mathematics test - the **Elementary Algebra** test. This will depend on the field in which you applied – for example pharmacy, engineering, commerce, science, etc.
* All of the tests are **multiple choices** and there are **no time limits**.
* **Please Note**: You will **NOT** be allowed to use a dictionary for the Reading Comprehension test. You are also **NOT** allowed to use a calculator for any of the maths tests, but scrap paper will be provided for you to work out your answers.

**What Must I Bring With Me to the Test Session?**

* Your ID book/Passport (NB you will not be allowed to write the test without your ID book/Passport).
* A pen, pencil and eraser.
* Your letter/voucher/sms referring you to be tested.
* Your reference/student number.
* A copy of your final / latest matric results.

**How Can I Prepare for the Tests?**

* The tests are based on knowledge and skills that you should already have, so it is therefore not necessary for you to learn for them.
* The best way to prepare yourself is to have a good night’s rest before your test session, eat breakfast and make sure that you arrive on time for testing.

**Where Can I be tested?**

You can be tested at the Nelson Mandela University campuses in Port Elizabeth and George. If you are unable to attend a test session in either Port Elizabeth or George, you can also be tested in Cape Town, East London, Umtata, Durban, Bloemfontein, Johannesburg or Polokwane. If you prefer to be tested at one of these other sites, please call the CAAR office and we will re-direct you to the relevant person at the testing site closest to you.

**Do I Have to Pay for the Testing?**

It depends on where you are tested. Testing done at the Nelson Mandela University campuses in Port Elizabeth and George is FREE. However, testing done at any of the other sites is conducted by a private psychologist who will charge a fee.

**Remember to book your place** **As Soon As Possible by either**

**Phoning 041- 504 2918 or** [**Booking Online**](http://caarbooking.nmmu.ac.za/bookings.aspx)